



AMISFIELD WALLED GARDEN VOLUNTEER AGREEMENT

Amisfield Preservation Trust wants our volunteers to have an enjoyable and rewarding volunteering experience and believe this is most likely to result if there is:

- a commitment from you, the volunteer, to help us provide the best possible service, and
- a commitment from Amisfield Preservation Trust to treat you well as a volunteer. This agreement sets out the most important terms of those commitments, further details of which are set out in the Volunteer Policy, available on request from the Secretary at enquiries@amisfield.org.uk.

What you can expect from Amisfield Preservation Trust

- Fair, considerate treatment and recognition of the value of your volunteering.
- An introductory talk with our Volunteer Coordinator, giving information about our organisation, the service we provide, your responsibilities as a volunteer, and any other matter affecting your volunteering.
- Ongoing assistance, guidance and support from the Volunteer Coordinator.
- Adequate warning of any changes to the agreed routine.
- Involvement in any decision-making which will affect your volunteering, and notification of any changes or developments within our organisation which will affect you.
- Appropriate training to enable you to do the required tasks.
- Information on our organisation's policies, and disciplinary and grievance procedures on request from the Secretary at enquiries@amisfield.org.uk.
- Consideration for your health, safety and welfare.
- Confidentiality.
- Data Protection – your data will be protected in accordance with the privacy policy, which is available via the Amisfield Preservation Trust website.
- Appropriate insurance cover while in the garden.

What Amisfield Preservation Trust expects from you

- An agreement to adhere to the policies, procedures and guidelines of our organisation.
- Support for the aims of Amisfield Preservation Trust.
- Honesty in all your dealings with the organisation and the community we aim to serve.
- Teamwork and cooperation with other volunteers and staff; courtesy and consideration towards them, our organisation's clients, and the community.
- Due warning when something is wrong, or if you have any problems, whilst volunteering.
- A responsible attitude to your own health and safety, and that of others.
- Confidentiality regarding your dealings with visitors and other volunteers.

This agreement does not constitute a formal contract of employment between yourself and Amisfield Preservation Trust.

By ticking the box on the volunteer form, you confirm you agree with the above statements

Updated 24/01/2025